

DODGE COUNTY EXECUTIVE COMMITTEE
AUGUST 3, 2020 8:00 A.M.
FIRST FLOOR – ROOMS H & I AUDITORIUM
DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:00 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Frohling, Hilbert, Kottke, Marsik, Schaefer, Schmitt, and Sheahan-Malloy.

Member(s) absent: None.

Others present: Dodge County Administrator Jim Mielke; Deputy County Clerk Christine M. Kjornes; Corporation Counsel Kimberly Nass; Dodge County Clerk Karen Gibson; Emergency Management Deputy Director Joe Meagher; Clearview Executive Director Ed Somers; Public Health Officer Abby Sauer; Human Services and Health Director Becky Bell; Information Technology Director Justin Reynolds; Planning and Economic Development Administrator Nate Olson; MSA Professional Services Community Development Specialist Art Bahr; County Board Supervisor Jeffrey Caine; County Board Supervisor Jeff Berres; County Board Supervisor Cathy Houchin (by phone); County Board Supervisor Donna Maly (by phone); Several Members of the Public; Daily Citizen Reporter Ken Thomas; and Watertown Daily Times Reporter Ed Zagorski.

The following Non-Committee Member County Board Supervisors requested payment for attending the meeting: Jeff Berres, and Donna Maly.

County Board Supervisor Jeff Berres, and some Citizen Members present voiced their concerns with the Public Health Ordinance.

Motion by Marsik, seconded by Schaefer to approve the July 6, 2020 minutes, as presented. Motion carried.

There was no discussion on Resolutions from Other Counties.

Public Health Officer Abby Sauer provided an oral update to the Committee regarding Coronavirus (COVID-19).

Clearview Executive Director Ed Somers provided an oral update to the Committee regarding COVID-19.

Corporation Counsel Kimberly Nass provided an oral report to the Committee regarding the status of the Dodge County Declaration of Local State of Emergency (Public Health – COVID-19). Ms. Nass commented that the purpose of the continuation of the declaration is to have the opportunity to receive state and federal funding, and to authorize emergency purchases for goods and services. Ms. Nass recommended that the status of the Dodge County Declaration of Local State of Emergency be reviewed on a monthly basis. Dodge County Clerk Karen Gibson asked if County Board Supervisors can continue to be paid if they attend meetings virtually. Chairman Kottke answered yes.

Planning and Economic Development Administrator Nate Olson provided an oral report to the Committee regarding the Broadband Grant Application. Mr. Olson reported that Dodge County was not awarded the Broadband Grant in the year 2019, but another Broadband Grant Application will be released in September of 2020, with a due date of December of 2020 to submit the application. Mr.

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Olson further reported that Dodge County can build on the previous application, and he proposed that the Executive Committee discuss the Broadband Grant Application at their September meeting.

Mr. Olson provided an oral report the Committee regarding the close out of the Community Development Block Grant (CDBG) Funding. Mr. Olson reported that Dodge County is required to close out the CDBG funded Revolving Loan Fund by January 31, 2021, and efforts are underway, but no action has been taken. Mr. Olson commented that a memo was included in the packet materials. There are three (3) outstanding loans, and one (1) of those loans is in default. Mr. Olson introduced MSA Professional Services Community Development Specialist Art Bahr. Mr. Bahr reported that cash on hand must be paid in full to the Department of Administration (DOA). Mr. Bahr reviewed a document entitled *Dodge County – CDBG CLOSE Program*, which provided program requirements, and potential scenarios on remittance to the DOA.

Dodge County Clerk Karen Gibson reviewed the document entitled *Proposed agenda items for August 18, 2020 CB Meeting*, that was included in the packet materials.

Ms. Gibson provided an oral report to the Committee regarding the Wisconsin Counties Association Annual Conference scheduled on September 20-22, 2020. Ms. Gibson reported that the conference has been postponed, and room reservations have been cancelled.

The Committee continued with a discussion regarding County Board audio recording. Ms. Gibson commented that the County Board meetings are recorded for minute purposes only. Ms. Nass suggested two (2) choices on how to handle County Board audio recordings: 1. The audio recording could be saved; OR 2. The audio recording could be used for the sole purpose of preparing the minutes, and once the minutes are approved, the audio would be deleted. After further Committee discussion, Chairman Kottke asked that the Information Technology Department research audio storage options, and County Board audio recording will be an item on the September 2020 Executive Committee meeting agenda.

County Administrator Jim Mielke reported that departments are currently working on their 2021 budget in Tyler Munis.

Mr. Mielke provided an overview of the 2020 and 2021 County Board and County Administrators Budgets. Mr. Mielke reported that \$50,000.00 is built into the 2021 budget for Strategic Planning, and he asked for direction from the Committee regarding the carryover of funds for conferences due to COVID-19 cancellations. Chairman Kottke commented that there shall be no carryover of funds for conferences. Mr. Mielke anticipates no major changes to the 2021 County Administrator budget.

Mr. Mielke provided an oral report to the Committee regarding Broker Service Proposal from Robertson Ryan and Associates. Mr. Mielke reported that Dodge County will not be moving forward with the combined Purchasing Agent/Risk Manager position with Jefferson County. Mr. Mielke further reported that he has reached out to Robertson Ryan and Associates, Inc. for risk management and safety services. The annual fee for the year 2021 is \$4,800.00.

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Mr. Mielke reported that Alliant Insurance Services will be sending a representative to offer an opinion on the replacement costs for county owned buildings. He noted that buildings with a valuation greater than \$5.0 million will be reviewed.

Mr. Mielke provided an oral report to the Committee regarding the Routes to Recovery Program. Mr. Mielke reported that the first application was submitted, with eligible expenses in the amount of \$8,100.00, and the application was accepted. Mr. Mielke further reported that the next application submission date is in September of 2020, and the last is in November of 2020. Mr. Mielke commented that expenses must be incurred and paid by November 6, 2020.

Mr. Mielke reported that it was a recommendation by Wisconsin Municipal Mutual Insurance Company (WMMIC) to disallow the Claim for Damages submitted by Stacey Reisetter. Motion by Marsik, seconded by Frohling to recommend to the County Board the disallowance for the Claim for Damages submitted by Stacey Reisetter. Motion carried.

Mr. Meagher provided an oral report to the Committee regarding Emergency Management. Mr. Meagher reported that Emergency Management has been assisting Public Health with COVID-19 testing. Mr. Meagher further reported that Emergency Management continues to distribute personal protection equipment (PPE), they recently conducted a table-top exercise with the City of Waupun, and continue to work with the schools.

Corporation Counsel Kimberly Nass reported the status of contracts completed by the Corporation Counsel office.

Ms. Nass provided an oral report to the Committee regarding an Ordinance Amending Chapter 2, The Governing Body, Section 2.01 – County Board Rules, of the Dodge County Code of Ordinances. Ms. Nass reviewed the changes that were made to Rules, 4, 6 and 36. Ms. Nass recommended that discussion on Rule 14 be an item on the September 2020 Executive Committee meeting agenda. Motion by Schmitt, seconded by Sheahan-Malloy to approve the Ordinance Amending Chapter 2, The Governing Body, Section 2.01 – County Board Rules, of the Dodge County Code of Ordinances, and forward the Resolution to the County Board for consideration at the August 18, 2020 meeting. Motion carried.

Supervisor Schmitt provided an oral report to the Committee regarding a Resolution Supporting an Increase in Per Diem paid to Drainage Board Members. Supervisor Schmitt reported that it is difficult to recruit members, and members are underpaid. Supervisor Schmitt further reported that the Wisconsin Statutes limit per diems. Supervisor Frohling commented that the Wisconsin Counties Association will be discussing a Resolution to increase the per diem paid to Drainage Board Members. After Committee discussion, a motion was made by Schmitt, seconded by Sheahan-Malloy to postpone the Resolution Supporting an Increase in Per Diem paid to Drainage Board Members to the September Executive Committee meeting. Motion carried.

The Committee continued with a discussion on a Resolution that Dodge County Advocates the Constitutional Rights of its Citizens. Ms. Nass commented that the Resolution reaffirms the oath taken by the Dodge County Board of Supervisors, and that the Dodge County Board of Supervisors support the rights of citizens. After further Committee discussion, a motion was made by Sheahan-Malloy,

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seconded by Frohling to authorize the Resolution regarding Dodge County Advocates the Constitutional Rights of its Citizens, and forward the Resolution to the County Board for consideration at the August 18, 2020 meeting. Motion carried 6-1. Hilbert opposed.

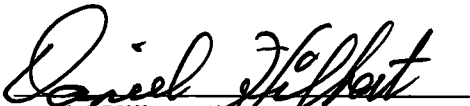
Chairman Kottke reported that a draft Request for Proposals (RFP) for County Board Strategic Planning was included in the packet materials, and this will be an item for discussion on the September Executive Committee agenda.

Chairman Kottke commented that an update on the 2020 Census was included in the packet materials.

Supervisor Frohling reported that there will be a Wisconsin Counties Association Resolution meeting on August 10, 2020.

Meeting adjourned at 10:35 a.m. by the order of the Chairman.

The next regular meeting is scheduled for **Monday, September 14, 2020, at 8:00 a.m.**, Rooms H & I, located on the first floor of the Administration Building.



Daniel Hilbert, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.